

DRAFT

ARIZONA BOARD OF MANUFACTURED HOUSING

ABBREVIATED MINUTES

OCTOBER 20, 2010 BOARD MEETING

CALL TO ORDER

Chairman Wait called the meeting to order.

ROLL CALL

Board Members present: Chairman Ross Wait, Samuel Baird, Robert Gibb, Catherine McGilvery, Joseph Stegmayer, and Roger Wendt.

Board Member absent: Paul DeSanctis, Neal Haney and Carlo Leone

Public/Industry Members present: Scott Butler, Ken Anderson, and Kara Holt.

APPROVAL OF MAY12, 2010 BOARD MINUTES

Motion made by Mr. Wendt to approve the May 2010 Court Reporter transcript and draft abbreviated minutes; seconded by Mr. Gibb and approved by the Board.

FINANCIAL REPORT

Deputy Director Blake presented financial reports for June, July and August. June 2010 report provided the sum total for the end of the 2010 fiscal year.

In response to the Board's prior meeting's requests Deputy Director Blake provided a chart showing a summary breakdown of revenues. The Board was very pleased with the information.

DFBLS Action Item: Board requested a 2nd chart that summarizes year-to-date revenues.

Director Gene Palma explained to the Board the lump sum payments that offset the estimated annual expenditures.

LEGISLATIVE UPDATE

There were no Legislative Bills to update at this time.

FEE STRUCTURE

The new fee schedule was implemented July 1st for fiscal year 2011 that reflects the increases that the Board voted on previously. Deputy Director Debra Blake confirmed there have been no negative comments received by the Department on fee increase.

RECOVERY FUND

Compliance Director Soliere provided an update on balance, outstanding claims and revenue sources. Ms. Soliere estimated that all claims will be paid within the next 2 months, due to the receipt of a check in the amount of \$17,500.00 she recently collected from a surety bond company.

DFBLS Action Item: Categorize the nature of complaints such as installer issue, retailer issue or manufacturer issue. Also indicate if dealer is out of business to indicate Recovery Fund Claim.

BONDING REQUIREMENTS

The Department's effort to follow through with getting an exemption to the Governor's Moratorium on rule package changes was unsuccessful. According to the feedback it didn't meet the criteria for the exemption. Motion was made by Chairman to go back to the Governor's office with an appeal. Motion approved by Mr. Baird, seconded by Ms. McGilvery and approved by the Board.

CALL TO PUBLIC

Ken Anderson made 2 announcements congratulating Joe Stegmayer and Debra Blake for their new appointments – Joe Stegmayer elected Chairman of Manufactured Housing Institute a national trade organization; Debra was elected to Council of State Administrative Agencies, at the national level.

Kara Holt requested to be cc'd on anything that is being provided to Arizona Housing Association involving rule making process, changes in codes, and other information pertinent to Manufactured Housing.

NEXT BOARD MEETING DATE

Wednesday, January 19, 2011

ADJOURNMENT

The meeting was adjourned (Time was not recorded by Court Reporter).